

**GEORGIA STATE BOARD OF VETERINARY MEDICINE**  
**February 11, 2004 Board Meeting**

A meeting of the Georgia State Board of Veterinary Medicine was held on Wednesday, February 11, 2004, at the Professional Licensing Boards Office in Macon, Georgia.

**The following Board members were present:**

Jim Brett, DVM, President  
Needham Bateman, DVM  
Hugh Hill, DVM  
Jan Hines, DVM  
Eugene Maddox, DVM  
Charles Lance

**Others Present:**

Anita O. Martin, Executive Director  
Susan S. Hewett, Board Secretary  
Dominick Crea, Board Attorney  
Dwight Cochran, DVM  
Ed Mahaffey, DVM  
Kelly Lockerman, DVM  
Debbie Tillman, Vet Tech  
Laura Adam, Vet Tech  
Ana Fortin, Vet Tech  
Lynn Reece, Vet Tech

President Brett established that a quorum was present, and the **hearing** scheduled to begin at 9:30 a.m. was **called to order** at 9:44 a.m.

**Rule 700-2-.03 Examination:** Dr. Ed Mahaffey voiced concerns regarding the adoption of this rule.

**Rule 700-14 Scope of Practice for Registered Veterinary Technicians:** Dr. Kelly Lockerman, Ms. Lynn Reece, Ms. Debbie Tillman, Ms. Laura Adam and Ms. Anna Fortin voiced concerns regarding the adoption of this rule. A written comment voicing concerns regarding adoption of this rule was received from Ms. Rhonda Wheeler.

**Rule 700-16 Scope of Practice for Veterinary Assistants:** Lynn Reece, Debbie Tillman, Laura Adam, Anna Fortin, and Drs. Kelly Lockerman, Dwight Cochran, and Ed Mahaffey voiced their concerns regarding adoption of this rule. A written comment voicing concerns regarding adoption of this rule was received from the Georgia Veterinary Technician Association.

The **hearing** was **adjourned** at 10:15 a.m. and the **meeting** was **called to order** at 10:24 a.m.

**Rule 700-2-.03 Examination:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **post the rule as amended**.

**700-2-.03 Examination.**

(1) The Georgia State Board of Veterinary Medicine has adopted the North American Veterinary Licensure Examination (NAVLE) administered by the National Board of Veterinary Medical Examiners (NBVME) as its examination for licensure. The application to take the NAVLE is separate from the application for licensure submitted

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to the Board. Any application to take the NAVLE sent to the Board will be returned to the applicant. All applications and fees for the NAVLE must be sent directly to the NBVME.

(2) The Board shall certify to the NBVME the name of each person who has submitted an approved application for licensure. No person shall be certified by the Board to take the NAVLE unless an application for licensure has been submitted and approved. The NAVLE candidate must abide by all rules and regulations established by the NBVME concerning the NAVLE.

1. An applicant for licensure who graduated from foreign veterinary school must submit proof of enrollment in an ECFVG program from the American Veterinary Medical Association and proof of completion of Step 2 of the ECFVG documenting English proficiency prior to being certified to the NBVME to sit for the NAVLE.
2. A NAVLE score of 75 or greater is required for licensure consideration.
3. An applicant for licensure who does not obtain a NAVLE score of 75 or higher may reapply to sit for the NAVLE by submitting a re-certification request to the board office, pay the appropriate fee and submit a new application directly to the NBVME with any required fee.
4. No person shall take the required examination(s) more than three times without review and approval by the Board. Approval may be provided under such circumstances, as the board deems appropriate.

Authority O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-31, and 43-50-32.

**Rule 700-14 Scope of Practice for Registered Veterinary Technicians:** Dr. Hines made a motion Dr. Maddox seconded and the Board voted to **post the rule as amended.**

Chapter 700-14

SCOPE OF PRACTICE FOR REGISTERED VETERINARY TECHNICIANS

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700-14-.01 Immediate Supervision.

- (1) Immediate Supervision means that the licensed veterinarian is in audible and visual range of the animal patient and the person treating the animal.
- (2) A registered veterinary technician working under the direction, supervision and control of a Georgia licensed veterinarian may provide the following animal patient care under immediate supervision:

(a) Dental extraction not requiring sectioning of the tooth or the resectioning of bone;

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(b) Surgical assistance.

O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-50.

700-14-.02 Direct Supervision.

(1) Direct supervision means that the licensed veterinarian is on the premises and is quickly and easily available and that the animal patient has been examined by a licensed veterinarian at such time as acceptable veterinary medical practice requires, consistent with the particular delegated animal health care task.

(2) A registered veterinary technician working under the direction, supervision and control of a Georgia licensed veterinarian may provide the following animal patient care under direct supervision:

(a) Euthanasia;

(b) Blood or blood component collection, preparation and administration;

(c) Application of splints and slings;

(d) Dental procedures including, but not limited to the removal of calculus, soft deposits, plaque and stains; the smoothing, filing, and polishing of teeth; or the floatation or dressing of equine teeth.

(e) Induction and maintenance of anesthesia.

(f) Assisting any duly licensed practitioner in the measuring of quantities of medication and the typing of labels therefore, but excluding the dispensing, compounding, or missing of drugs provided that no prescription shall be given to the person requesting the same unless the contents and the label thereof shall have been verified by a licensed practitioner.

O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-50.

700-14-.03 Indirect Supervision.

(1) Indirect supervision means the licensed veterinarian is not on the premises but has given either written or oral instructions for the treatment of the animal patient and the animal has been examined by a licensed veterinarian at such times as acceptable veterinary medical practice requires, consistent with the particular delegated health care task.

(2) A registered veterinary technician working under the direction, supervision and control of a Georgia licensed veterinarian may provide the following animal patient care under indirect supervision:

(a) Administration and application of treatments, drugs, medications and immunological agents by oral, parenteral and injectable routes, excluding rabies vaccine for animals required to receive a rabies vaccine by Georgia law, (subcutaneous, intramuscular, intraperitoneal, and intravenous), except when in conflict with government regulations;

(b) Initiation of parenteral fluid administration;

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(c) Intravenous catheterizations;

(d) Radiography including settings, positioning, processing, and safety procedures;

(e) collection of blood; collection of urine by expression; cystocentesis, or catheterization; collection and preparation of tissue, cellular, or microbiological samples by skin scrapings, impressions, or other non-surgical methods except when in conflict with government regulations;

(f) Routine laboratory test procedures;

(g) Supervision of the handling of biohazardous waste materials.

O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-50.

700-14-.04 Emergency Treatment.

(1) Under conditions of an emergency, a registered veterinary technician may render the following life-saving aid and treatment:

(a) Application of tourniquets and/or pressure bandages to control hemorrhage;

(b) Administration of pharmacological agents and parenteral fluids shall only be performed after direct communication with a Georgia licensed veterinarian, and such veterinarian is either present or enroute to the location of the distressed animal;

(c) Resuscitative procedures;

(d) Application of temporary splints or bandages to prevent further injury to bones or soft tissues;

(e) Application of appropriate wound dressings and external supportive treatment in severe wound and burn cases;

(f) External supportive treatment in heat prostration cases.

O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-50.

700-14-.05 Restrictions.

(1) Nothing in this chapter shall be construed to permit a registered veterinary technician to do the following:

(a) Make any diagnosis or prognosis;

(b) Prescribe any treatments, drugs, medications, or appliances;

(c) Perform surgery; and

(d) Administer a rabies vaccine to any official vaccinate.

O.C.G.A. §§43-1-25, 43-50-21(a)(7), 43-50-50.

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**Rule 700-16 Scope of Practice for Veterinary Assistants:** Dr. Bateman made a motion, Dr. Hill seconded and the Board voted to **table** a decision regarding adoption of this rule.

**GVMA Legislative Action Committee discussed proposed Board Rule 700-12 Minimum Standards:** Dr. Maddox made a motion, Dr. Hill seconded and the Board voted to **post the rule as amended**.

Chapter 700-12 Minimum Standards

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**700-12-.01 Definitions**

- (1) "Appropriately" for the purposes of these rules means the expected level of care and environmental quality in accordance with the animal species and the scope of veterinary services being offered, as determined by the State Board of Veterinary Medicine.
- (2) "As appropriate" for the purposes of these rules means the expected level of care and environmental quality in accordance with the animal species and the scope of veterinary services being offered, as determined by the State Board of Veterinary Medicine.
- (3) "Clean and orderly" for the purposes of these rules means the expected level of care and environmental quality in accordance with the animal species and the scope of veterinary services being offered, as determined by the State Board of Veterinary Medicine.
- (4) "Good State" for the purposes of these rules means the expected level of care and environmental quality in accordance with the animal species and the scope of veterinary services being offered, as determined by the State Board of Veterinary Medicine.
- (5) "Proper" for the purposes of these rules means the expected level of care and environmental quality in accordance with the animal species and the scope of veterinary services being offered, as determined by the State Board of Veterinary Medicine.

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Medicine.

(6) "Veterinary facility" means any premises owned or operated by a veterinarian or his or her employer where the practice of veterinary medicine occurs, including but not limited to veterinary hospitals, clinics, or mobile clinics; provided, however, that such does not include a client's private property where a licensed veterinarian treats the client's animals. For the purposes of these rules, veterinary facility does not include vehicles used for large animal ambulatory practice.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.02 Facility Standards.**

(1) A licensed veterinarian employed at a veterinary facility is responsible to assure that the following criteria pertaining to facilities are met:

- (a) Facility must maintain appropriate federal, state and local permits.
- (b) Facility must be appropriately secured.
- (c) Facility must be sanitary.
- (d) Facility must be well ventilated.
- (e) Facility must be appropriately illuminated.
- (f) Facility must be in a good state of repair.
- (g) Facility walls and floors must be easily sanitized.
- (h) Facility must have means for disposal of dead animals, tissue, hazardous materials, medical waste which must meet local and state requirements .
- (i) Facility must have exterior legible sign.
- (j) Facility must keep grounds clean and orderly, if applicable.
- (k) Facility must have a restroom in working order which is maintained in a clean and orderly manner. Mobile clinics are exempt from this requirement.
- (l) Facility must have clean and orderly receiving area.
- (m) Facility must have a telephone answering machine or answering service available after business hours .
- (n) Facility must have a holding or housing area with proper sanitation, ventilation, lighting, size, and temperature appropriate for the animal species.
- (o) Facility must have appropriate waste receptacles available.
- (p) Facility must have effective insect and rodent control.
- (q) Facility must store pharmaceuticals, biologicals, reagents and lab samples in

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accordance with label directions or other instructions.

(r) Facility must have fire extinguisher with current annual inspection.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.03 Housing.**

(1) A licensed veterinarian at a veterinary facility is responsible to ensure that the following criteria pertaining to housing animals are met:

(a) Each animal must be contained in a secure manner.

(b) Each animal must be identified as appropriate.

(c) Contagious animals must be isolated as appropriate.

**700-12-.04 Record keeping.**

(1) Complete, accurate and legible records must be maintained on all animals, or animal groups, including but not limited to, animal owner information, animal identification, and veterinary care.

(a) All records must be maintained for a minimum of 3 years (including diagnostic imaging and other patient data).

(b) The veterinarian must furnish clients with an established mailing address for obtaining medical records.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.05 Required Equipment.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that equipment is available as appropriate.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.06 Emergency Coverage.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that emergency treatment or access to emergency treatment to clients with an established veterinary-client-patient relationship is provided. If emergency coverage is not provided, there must be established, documented referral coverage available to cover emergencies.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

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**700-12-.07 Drugs and Pharmacy.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to drugs and the pharmacy are met:

(a) All controlled substances must be maintained in compliance with federal and state requirements.

(b) All pharmaceuticals dispensed must be properly labeled in accordance with state and federal requirements.

(c) Outdated pharmaceuticals must be separated, stored, returned or disposed of in accordance with federal, state and local requirements.

(d) The pharmacy must be maintained in a clean and orderly manner.

(e) If utilizing controlled substances, documentation of U.S. Drug Enforcement Administration certificates must be on premises.

(f) All pharmaceuticals on the premises must be properly labeled with drug name, concentration or activity, and expiration date.

(g) A valid veterinarian-client-patient relationship must be established before prescription medications can be dispensed or prescriptions released.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.08 Surgical Standards.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to surgical standards are met if surgical procedures are performed in the facility:

(a) Dose and type of anesthesia, and weight and physical exam findings, as appropriate, must be recorded in the patient record.

(b) Name of licensed veterinarian performing the surgery must be recorded in the patient record.

(c) A surgery table must be used as appropriate. Such table must have an impervious surface suitable for cleaning and disinfecting. (d) The surgical area must be clean, orderly, and well illuminated.

(d) All surgery must be performed by a licensed veterinarian utilizing aseptic technique as appropriate for the procedure.

(e) Surgical equipment must be sterilized in the following manner: (i)

1. Cold sterilization must be limited to instruments used in minor or other procedures as appropriate, or limited to those instruments that can not be sterilized otherwise.

2. Surgical instruments other than those applicable to 1. above must be sterilized utilizing autoclave, gas, or other technique acceptable to the Board.



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(f) Oxygen and equipment for administration must be available as appropriate

(g). Facilities and equipment for resuscitation must be readily available as appropriate.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41 (a)(6).

**700-12-.09 Examination Area.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to the examination area are met:

(a) Area must be maintained in a clean and orderly manner.

(b) Impervious waste receptacle must be provided.

(c) Disposable towels and a sink must be readily accessible as appropriate. A sink in a restroom is not considered acceptable.

(d) The examination table must have an impervious surface suitable for cleaning and disinfecting.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.10 Radiology.**

(1) A licensed veterinarian employed at a veterinary facility must ensure that the following criteria pertaining to radiology are met:

(a) Radiological equipment must be of sufficient quality to produce acceptable diagnostic images.)

(b) Facility must comply with all federal, state, and local radiological safety requirements.

(2) If radiological services are not offered at a facility, referral radiological services should be made available.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.11 Patient Care**

(1) For hospitalized or sick animals that are maintained in a veterinary facility, a licensed veterinarian must physically visit the facility and see each animal daily.

(2) Patients recovering from anesthesia must be properly monitored as appropriate.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

**700-12-.12 Renewal Statement.**

During the biennial license renewal period, each licensed veterinarian who is employed

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at a veterinary facility and providing veterinary care must state on his or her renewal application that the facility in which he or she is employed is in compliance with the minimum standards outlined in this Chapter. Such application form must have clear instructions on how the applicant is to complete the application subject to this requirement.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7) and 43-50-41(a)(6).

The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.

The board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3)(A)(B)(C)(D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Veterinary Medicine.

**Minutes:** Dr. Hines made a motion, Dr. Hill seconded and the Board voted to **approve** the minutes from the December 3, 2003 meeting as amended.

**Correspondence from George Robinson regarding record keeping:** The Board requested that a response be sent to Dr. Robinson that more information was needed in order for the Board to respond.

**Ratify licenses reinstated between 12/1/03 and 2/9/04:** Dr. Maddox made a motion, Mr. Lance seconded and the Board voted to **ratify** the following new licenses.

License Number	Name	License Type
VET004393	Susan Clingenpeel	Veterinarian
VET005831	Jean Stuart Hovis	Veterinarian
VET005994	Catherine Rowan	Veterinarian
VET005758	Bruce Klink	Veterinarian
VET004340	Terry Morris	Veterinarian

**Ratify newly issued licenses:** Dr. Hill made a motion, Dr. Bateman seconded and the Board voted to **ratify** the following newly issued licenses.

License No.	Name	License Type
VETT000443	Lyon, Trevor W	Veterinary Technician
VETT000444	Mackie, Lauren M	Veterinary Technician
VETT000445	Bentley, Melissa Dawn	Veterinary Technician
VET007001	Bevins-Taylor, Caroline Grace	Veterinarian
VET007002	Asinga, Tommy	Veterinarian
VET007003	Hall, Miles Edward	Veterinarian
VET007004	Velazquez, Alana Lynn	Veterinarian
VET007005	Welker, Christine Marie	Veterinarian
VET007006	Sobowale, Oluwaseyi Olaosebikan	Veterinarian
VET007007	Ball, Rebecca Lee	Veterinarian

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VET007008	Bychawski, Stanislaw	Veterinarian
VET007009	Fry, Michael Joseph	Veterinarian
VET007010	Mack, Pamela Anne	Veterinarian
VET007011	Goldstein, Juli Danielle	Veterinarian
VET007012	Hall, Meagan Colleen	Veterinarian
VET007013	Keith, Sarah Jane	Veterinarian
VET007014	Segarra, Beatriz Montserrat	Veterinarian
VET007015	Fry, Skye Rasmussen	Veterinarian

**Correspondence from Don Howard, DVM requesting termination of probation:** Dr. Maddox made a motion, Dr. Hill seconded and the Board voted to **approve termination of probation.**

**Correspondence from Dr. Clairmont David regarding compliance information on Darryl Mickle, DVM:** Viewed as **informational**

**Correspondence regarding Equine Strangles:** The Board requested that the State Veterinarians Office be contacted to obtain information regarding how veterinarians were notified of the reporting requirement concerning cases of strangles.

**Correspondence requesting waiver of requirements to be allowed to take the vet tech exam for:**

- **Larry Lee Kookan, Jr.** – waiver request **denied** – will be approved if additional hours to meet the requirements can be obtained from Yerkes.
- **Amanda Day** – waiver request denied – will be approved if additional supervision time can be provided to meet the requirements.

**Correspondence from AVMA regarding ECFVG:** Viewed as **informational**

**Rule 700-6-.01 Application for Registration of Veterinary Technicians:** Dr. Bateman made a motion, Dr. Hines seconded and the Board voted to **post** the rule.

700-6-.01 Application for Registration of Veterinary Technicians. Amended.

(1) Application for registration of Veterinary Technicians shall be made on forms furnished by the Georgia Board of Veterinary Medicine.

(2) All applicants shall meet the following requirements as provided in Code Section [43-50-52](#) of the Georgia Veterinary Practice Act:

(a) the applicant has attained the age of 18;

(b) the applicant is of good moral character; and

(c) the applicant is a graduate of a Veterinary Technician program approved by the American Veterinary Medical Association, however, the Board will review all other programs on an individual basis.

(d) until January 1, 2003, any person who during the period from July 1, 1993, through June 30, 2003, acquired a minimum of five years of experience assisting a licensed veterinarian may, with a signed affidavit from his or her supervising veterinarian attesting to his or her level of on-the-job training, be allowed to take the examination approved by the board.

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(e) if licensed in another state(s) with registration requirements substantially the same as this state, which were in effect at the time the applicant was first admitted to practice in the other state(s), provide verification of licensure from that state(s);

(d) the applicant has paid all applicable fees.

(3) All applicants for registration must present proof of having obtained a scaled score of 75 or greater on the National Veterinary Technician Examination or other examination similar in nature and scope as the Board from time to time will adopt.

(a) previous National Board scores will be accepted if a candidate has taken the examination within the immediate past five years in another state.

(b) such previous scores must be reported to the Georgia Board of Veterinary Medicine by the Interstate Reporting Service.

(c) Candidates desiring to transfer scores must pay all applicable fees.

(4) No person shall take the examination more than three times without review and approval by the Board. Approval may be provided under such circumstances, as the board deems appropriate.

(45) Registrations shall be renewable biennially by December 31 of the year in which registration expires.

(a) Registration must be renewed within ~~six months~~ one year after expiration date with the payment of the renewal and late fees. Failure to comply voids registration.

O.C.G.A. §§ 43-1-25, 43-50-21(a)(7), 43-50-26, 43-50-40, 43-50-50, 43-50-52, and 43-50-53.

**Rule 700-8-.01 Unprofessional Conduct:** Dr. Hill made a motion, Dr. Bateman seconded and the Board voted to **post** the rule.

700-8-.01 Unprofessional Conduct. Amended.

Within the meaning of Ga. Code subsection ~~43-50-27~~ 43-50-21(a)(7), unprofessional conduct means:

(a) Advertising--defined: Advertising shall mean any information communicated in a manner designed to attract public attention to the practice of the licensee or registrant. Advertising shall include but not be limited to, a communication, published or displayed through the use of newspaper, internet, telephone directory, pamphlets or handouts, radio, television, signs, billboard, window display or any other means of medium.

1. A licensee or registrant shall not make any false, misleading or deceptive communication in any form of advertising.

2. Advertisement of prices must contain a complete description of veterinary services included in any advertised price and disclosure of any extra charges that may be required to serve the consumer's needs.

(b) Professional Relationships:

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1. It shall be unprofessional conduct for a ~~licentiate~~ licensee or registrant without just cause and in bad faith or for the purpose of soliciting patronage or personal pecuniary gain to disparage the profession or professional capabilities of another ~~licentiate~~ licensee or registrant.

2. It shall be unprofessional conduct to aid any person, firm, or corporation to engage in the unauthorized practice of veterinary medicine.

3. It shall be unprofessional conduct for a ~~licentiate~~ licensee or registrant to guarantee a cure or to offer his name in a commercial setting in a testimonial as to virtues of proprietary remedies or foods.

4. Consultation by an attending veterinarian with other veterinarians expert in the particular matter on which consultation is sought is in the public interest and thus is expected of the attending veterinarian when the need arises. But such consultation is discouraged if the consulting veterinarian employs the relationship so created to disparage the attending veterinarian or to solicit business; such practices are not in the public interest.

(i) It shall therefore be unprofessional conduct for a ~~licentiate~~ licensee called as a consulting veterinarian to disparage in the presence of the client the competence of the attending veterinarian. The Board does, however, expect any incompetence or negligence to be reported to it and nothing in this rule prohibits such reports or the giving of testimony in public or private litigation.

(ii) It shall be unprofessional conduct for a consulting veterinarian to assume unauthorized control of the case or to utilize the consulting relationship to solicit business for himself or others.

5. It shall be unprofessional conduct for a ~~licentiate~~ licensee employed to render professional advice by one party in negotiations concerning the sale of an animal to accept a fee from the other party.

~~6. Violation of subsections (b)1., (b)4.(ii), (b)5., or of subsections (b)2., (b)3., or (b)4.(i) when the licentiate secures pecuniary gain therefrom, shall be grounds for reprimand, suspension or revocation. Any other violation of this subsection shall be grounds for reprimand or a suspension not exceeding sixty (60) days.~~

(c) Failure to Maintain Patient Records:

1. A veterinarian shall prepare and maintain a record reflecting the care and treatment of animals treated.

2. These records shall contain clinical information sufficient to justify the diagnosis and warrant treatment and shall, if applicable, include but not be limited to the following information:

(i) Name, address and telephone number of the animal's owner;

(ii) Name of attending veterinarian;

(iii) Patient identification, including name, ages, sex and breed;

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- (iv) Dates of examination, treatment and custody of the animal;
  - (v) Patient history;
  - (vi) Presenting complaint;
  - (vii) Vaccination history;
  - (viii) Findings from physical examination, including temperature and weight;
  - (ix) Clinical lab reports, if applicable;
  - (x) Medication and treatment, including frequency;
  - (xi) Anesthetic, including type and amount, if applicable;
  - (xii) Details of surgical procedure with complications and/or abnormalities noted, if applicable;
  - (xiii) Progress and disposition of the case;
  - (xiv) Differential diagnoses; and
  - (xv) X-rays if applicable.
3. All records shall be kept in a readily retrievable form, shall be recorded contemporaneously, and shall be filed promptly following treatment.
4. Patient records shall be kept by a veterinarian for three (3) years after a patient's last visit, notwithstanding any other provisions of law.
5. All records are the sole property of the veterinarian, however, copies are to be made available upon request from the owner of the animal, at a reasonable cost to the owner.
6. Failure to keep records as required by this subparagraph shall constitute a failure to conform to the minimal standards of acceptable and prevailing veterinary medical practice.
- (d) Failure to have an appropriate Veterinarian/Client/Patient Relationship. An appropriate veterinarian/client/patient relationship will exist when:
- 1. The veterinarian has assumed the responsibility for making medical judgments regarding the health of the animal(s) and the need for medical treatment, and the client (owner or other caretaker) has agreed to follow the instructions of the veterinarian;
  - 2. There is sufficient knowledge of the animal(s) by the veterinarian to initiate at least a general or preliminary diagnosis of the medical condition of the animal(s). This means that the veterinarian has ~~recently~~ seen the animal within the last twelve (12) months and is personally acquainted with the keeping and care of the animal(s) by virtue of an examination of the animal(s), and/or by medically appropriate and timely visits to the premises where the animal(s) are kept; and

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3. When the practicing veterinarian is readily available for follow-up in case of adverse reactions or failure of the regimen of therapy.

(e) Prescription Drugs:

(1) After a valid veterinary/client/patient relationship has been established, a veterinarian must make available, at a reasonable cost, a written prescription.

(2) It is unlawful for a veterinarian to release, prescribe, and/or dispense any prescription drugs without having examined the animal and established a valid veterinary/client/patient relationship.

The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.

The board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3)(A)(B)(C)(D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Veterinary Medicine.

**Correspondence from AAVSB regarding PAVE:** Viewed as **informational**

**Correspondence from Beth Monte at GVMA regarding Equine Chiropractic**

**Seminar:** The Board requested that a letter be sent to Dr. Kamen, the provider of the program, that the Board considers this seminar to be the unlicensed practice of veterinary medicine and that if he proceeds with the seminar, he will be subject to criminal prosecution.

Dr. Hill made a motion, Dr. Hines seconded and the Board voted to enter into **Executive Session** in accordance with O.C.G.A. §43-1-19(h)(2) and §43-1-2(k) to deliberate on applications and enforcement matters and to receive information on applications, investigative reports, and the Assistant Attorney General's report. Voting in favor of the motion were those present who included Dr. Maddox, Dr. Bateman, Dr. Brett and Mr. Lance. The Board concluded **Executive Session** in order to vote on these matters and to continue with the public session.

Dr. Hines made a motion, Dr. Bateman seconded and the Board voted to **approve** the following recommendations regarding applications.

<b><u>Applicant</u></b>	<b><u>RECOMMENDATION</u></b>
J.N.W.	<b>Deny</b> application for licensure
J.N.B.	<b>Deny</b> application for reinstatement

**Anita Martin, Executive Director's Report:**

- Reported that Emmett Ashley was in non-compliance with consent order. Dr. Hines made a motion, Dr. Bateman seconded and the Board voted to notify Dr. Ashley that he must submit an additional 5 hours of continuing education by March 31, 2004 or the Board will vote for a notice of hearing for revocation of license at the April 7<sup>th</sup> meeting.

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- Provided information regarding the number of candidates scheduled for the NAVLE in November-December
- Provided information regarding the number of candidates scheduled for the January Vet Tech exam that applied by experience. The pass rate will be provided to the Board with statistics when the score information is available.
- Provided members with staff direct contact information
- Presented proposed revision to **Board Rule 700-7-.01**. Dr. Hill made a motion, Dr. Hines seconded and the Board voted to **post** the rule.

**700-7-.01 Renewal of License. Amended.**

(1) Every person who holds a valid license as a veterinarian issued by the Board shall immediately upon issuance thereof be deemed registered with the Board and be issued a certificate of registration. Said license shall expire on December 31 of the even numbered years and shall be renewable biennially in accordance with the Official Code of Georgia Annotated Section 43-50-26, upon payment of the biennial license fees. Any licensee whose address changes must notify the Board in writing within 30 days of that change of address.

(2) The ~~Joint Secretary~~ Division Director shall notify all expired licensees on January 31 following the deadline for renewal of the fact that they are practicing veterinary medicine in violation of the Georgia Veterinary Practice Act.

(3) The renewal, payment of the renewal fee and continuing education requirements of a licensed veterinarian on active duty with any branch of the armed forces of the United States, shall be waived for a period of time not to exceed the longer of three years or the duration of a national emergency.

The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.

The board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3)(A)(B)(C)(D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Veterinary Medicine.

**Dominick Crea, Board Attorney's Report:** Recommendation to accept the consent orders on the following:

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
Esco Hall	Accept Consent Order to close case
Wendy Sokol	Accept Consent Order to close case
Kimberly Stagmeier	Accept Consent Order to close case

Dr. Hill made a motion, Dr. Hines seconded and the Board voted to **approve** the recommendations made regarding cases reported on by the Board Attorney.

Dr. Hill made a motion, Dr. Hines seconded and the Board voted to **approve** the recommendations regarding cases reported on by the Enforcement Section.



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**Kathy Harvey, Enforcement Report:**

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
VET030088	Close with Letter of Concern
VET040005	Close case

Dr. Hill made a motion, Dr. Hines seconded and the Board voted to **approve** the recommendations regarding cases reported on by the Cognizant Board members.

**Dr. Jim Brett, Cognizant Board Member Report:**

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
VET040039	Close with Letter of Concern

**Dr. Eugene Maddox, Cognizant Board Member Report:**

<b><u>CASE NUMBER</u></b>	<b><u>RECOMMENDATION</u></b>
VET040034	Close with Letter of Concern
VET040028	Close case
VET040031	Close with Letter of Concern
VET040011	Close with Letter of Concern
VET040007	Close with Letter of Concern
VET040008	Close with Letter of Concern

**Case #07-03-02-00059/VET02200059:** The Board requested that this case be referred to Enforcement for follow-up.

The next Board meeting is scheduled for April 7, 2004 at 9:30 A.M.

There being no further business to come before the Board, the meeting was adjourned at 4:01 P.M.

**Minutes recorded by:** Susan S. Hewett, Board Secretary

**Minutes edited by:** Anita O. Martin, Executive Director